

JACOB OBLOJ

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EDUCATION

Padua Franciscan High School

Parma, OH

High School Diploma

Expected May 2027

- Cumulative GPA: 4.825/5.0
- Honors & Awards: Highest Honors Student, Most Franciscan Student 2024 and 2025 (awarded for depicting Franciscan values of service, kindness, and faith while upholding values of academic rigor and determination.)
- Clubs, Extracurriculars, & Programs: Student Leadership Core Junior Class Vice President, HOBY Ohio North 2025 Alumni, Key Club, Bruin FANS (Following Activities 'N Sports) Social Media Manager, Peer Minister, Student Ambassador, and Spanish Club

WORK EXPERIENCE

CLE Consulting Firm

Cleveland, OH

Intern

Jun 2025 – Jul 2025

- Managed daily office tasks, organized financial files, and supported tax preparation
- Assisted in payroll processing and maintaining regulatory compliance
- Supported both individual and business tax preparation by heading W9 and 990 projects

Kelly's Tax And Financial Services

Parma, OH

Data Processing Clerk

Seasonally during tax season

- Handled sensitive client tax data and document management using Thomson Reuters UltraTax software
- Ensured accuracy in data entry and system categorization
- Personally reviewed W-2s, 1099s, 1098s, etc. assisting in overall tax preparation

Jacob Of All Trades

Parma, OH

Owner

May 2021 – present

- Run a local business offering auto detailing, house sitting, and dog walking
- Oversee marketing, scheduling, finances, and client relations
- Build and maintain strong client relationships with a large customer base

VOLUNTEERING & MEMBERSHIPS

Youth Opportunities Unlimited PEEKE Internship Program

Apr 2025 - Aug 2025

Intern

- Accepted into a selective 120-hour hands-on career exploration program; paired with CLE Consulting Firm
- Completed workshops focused on interview preparation, S.M.A.R.T. Goals, professional communication, problem solving, personal branding, networking, leadership, teamwork and financial literacy
- Certification: Personal & Family Financial Planning